

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION**

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in a regular session at 7:00 p.m. on Wednesday, May 11, 2011, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Baxter, Greenberg, Hays, Mayeda, Ning, Taniguchi, and Chairperson Gilbert.

Absent: None.

Also Present: Community Services Director Jones and Senior Business Manager Minter.

3. FLAG SALUTE

Commissioner Taniguchi led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Hays moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Ning seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF APRIL 13, 2011

MOTION: Commissioner Ning moved to approve the April 13, 2011 Commission meeting minutes as submitted. Commissioner Mayeda seconded the motion; a voice vote reflected unanimous approval.

6. ORAL COMMUNICATIONS #1

The Commission welcomed Torrance Youth Council member Matthew Yu from South High School.

7. OLD BUSINESS

7A. ALTA LOMA PARK BUILDING UPDATE

Senior Business Manager Minter reported that construction is complete on the Alta Loma Park Building Renovation Project and invited Commissioners to attend the reopening Open House on June 8, 2011 at 4:30 p.m.

8. NEW BUSINESS

8A. 2011 NOMINATIONS FOR THE 54TH ANNUAL AWARDS

Commissioner Hays, Open Space Committee Chair, reported that the subcommittee has met twice with staff to plan the Parks and Recreation Annual Awards Dinner on July 13, 2011.

Community Services Director Jones encouraged Commissioners to submit nominations by the end of May for awards to an individual, organization, and staff member who have significantly contributed to the provision of programs or services for the community. He noted the attachment in agenda packets listing 2010 award nominees who did not receive awards. He stated that the Committee would review the nominations and make its recommendations to the Commission.

8B. PARK BUILDING TOUR

Senior Business Manager Minter reported that staff would begin coordinating tours of City Park Buildings listed in Attachment A per a request made during the April Commission meeting. He advised that tours would need to be limited to no more than three Commissioners at a time due to potential violations of the Brown Act. He recommended mornings on a weekday or weekend after July 1, 2011 and offered to bring back possible dates at the next Commission meeting.

9. STANDING COMMITTEE UPDATES

9A. FACILITIES COMMITTEE

Commissioner Mayeda reported that the Facilities Committee met on May 13, 2011 and would have its recommendation within two months for establishing criteria for inclusion of additional names on the Seaside Heroes Park Memorial Wall.

9B. GRANTS COMMITTEE

Chairperson Gilbert reported that the Grants Committee will meet on June 8, 2011 to determine monitoring assignments.

9C. OPEN SPACE COMMITTEE

No report.

9D. PROGRAMS COMMITTEE

Has not met.

10. MONTHLY DEPARTMENT ACTIVITY

10A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for April 2011 was included in agenda packets. He reviewed registration

enrollment comparisons in spring 2011, 2010, and 2009 in the revised format, and explained that the decrease in enrollments and revenue for April 2011 could be attributed to ongoing Roller Hockey and adult sport league enrollments, because Torrance Civic Chorale is not offering a spring session this year, and because Dodgeball has been moved to Summer 2011. He noted that enrollments have decreased but that revenue has remained constant due to higher charges for classes and programs.

Commissioner Baxter stated that Torrance Seasons guide was not delivered to his block and Senior Business Manager Minter responded that distribution is dependant on individual postal carriers. He stated that staff relies on the public to communicate any problems with delivery and that post offices are notified.

A brief discussion centered on the possibility of starting a subscription service for Torrance Seasons and problems involved in offering it online only.

10B. PARK SERVICES DIVISION

Community Services Director Jones noted that the Park Services Division Report for April 2011 was included in agenda materials. He discussed a problem at Wilson Park Pond on May 2, 2011 when the bottom of the north end rose to the surface. He stated that the pond was drained and the contractor is in the process of repairing a broken pipe under the pond surface between the north end fountains.

Senior Business Manager Minter discussed the irrigation problem at Seaside Heroes Park that is also being repaired and should be complete in three to four weeks.

10C. RECREATION SERVICES DIVISION

Community Services Director Jones briefly reviewed the Recreation Services Division Report for April 2011 included in agenda packets. He reported that the Thursday Downtown Torrance Farmers' Market is meeting projections and that more publicity is being planned.

In response to Chairperson Gilbert's inquiry, Senior Business Manager Minter explained that the S.P.I.N. (Serving People in Need) program.

11. ORAL COMMUNICATIONS FROM THE PUBLIC #2

11A. Commissioner Hays stated that he enjoyed the Easter egg hunt and D.J. Ozzie and commended the Department for partnering with AYSO for the soccer tournament this weekend.

11B. Commissioner Greenberg announced Relay for Life at South High School on May 14-15, 2011.

11C. Commissioner Taniguchi stated that it was a rewarding experience to serve on the Beat the Odds scholarship selection committee and attending the May 5, 2011 awards dinner. She announced that she was selected to be a delegate at the All American City awards event in Kansas City on June 14, 2011.

11D. Commissioner Mayeda stated that he will be giving the invocation for Relay for Life this weekend as well as the Police Memorial Service on May 18, 2011.

11E. Community Services Director Jones encouraged Commissioners to attend the Budget Hearings on June 7 and 21, 2011. He stated that staff has been asked to explore options for the Teen Center and other rental opportunities in the City that include the skateboard park area and Torrance Art Museum.

11F. Chairperson Gilbert announced a Cultural Arts Foundation gala on June 17, a walking tour of Old Torrance on May 22, and Rock Around the Block on July 21, 2011. She provided an update on Centennial Committee plans for activities at City parks that begins November 6, 2011 at Wilson Park.

12. ADJOURNMENT

MOTION: At 7:58 p.m., Commissioner Hays moved to adjourn the meeting to June 8, 2011 at 7:00 p.m. in the West Annex meeting room. Commissioner Greenberg seconded the motion and, hearing no objection, Chairperson Gilbert so ordered.

Approved as Amended June 8, 2011 s/ Sue Herbers, City Clerk
